



CITY OF AKRON, OHIO
POLICE DIVISION
JAMES D. NICE, CHIEF OF POLICE

NUMBER P-2011-025	EFFECTIVE DATE October 31, 2011	RESCINDS P-09-025 Issued 12-23-09
SUBJECT Police Vehicle Traffic Accident Procedure		ISSUING AUTHORITY Chief James D. Nice

I. POLICY

It is important that steps be taken to reduce the number and severity of accidents involving police vehicles. When an accident does occur, it must be properly documented.

II. PROCEDURE

A. DRIVER'S RESPONSIBILITIES

1. Notify the dispatcher and request a traffic officer to investigate the accident. If no traffic officer is available, a patrol officer may respond and conduct the investigation.
2. Notify his supervisor as soon as practical.
3. Submit a Lost, Damaged, or Inoperable Property Report describing the circumstances of the accident as soon as practical.
4. Secure all property and equipment, if necessary.

B. INVESTIGATING OFFICER'S RESPONSIBILITIES

1. Whenever possible, a traffic officer will be assigned to take an accident report involving a police vehicle. Conduct a complete investigation of the accident and submit a Traffic Crash Report (OH-1) whether on public or private property.
2. Ensure photographs are taken at the scene of the accident. If no traffic car is available, supervisors or CSU may take photographs. All photographs shall be downloaded into DIMS located in CSU.
3. Use the police department address and telephone number on the accident report.

C. TOWING OF INOPERABLE POLICE VEHICLES

1. The driver or the investigating officer will cause the vehicle to be towed to the City Garage at 850 E. Market Street.

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2. If a police vehicle is unable to be secured it will be taken and stored inside City Garage.

D. SUPERVISOR'S RESPONSIBILITIES

1. If the driver is incapacitated secure equipment from the vehicle and complete a Lost, Damaged, or Inoperable Property Report.
2. Notify the shift commander.
3. Make a determination whether an officer from the Traffic Accident Reconstruction Unit should respond. This determination shall be based on, but not limited to, the following criteria:
 - a. Severity of injuries to officers or civilians.
 - b. Severity of accident.
4. Submit a Supervisor's Report of Injury, if needed.

E. OUT OF CITY ACCIDENTS

1. Immediately notify the law enforcement agency having jurisdiction and cause a traffic accident report to be completed.
2. Submit a Lost, Damaged, or Inoperable Property Report to his commanding officer no later than the end of his next scheduled tour of duty.
3. Cause an inoperable vehicle to be towed and securely stored if it is not practical because of time or distance to have the vehicle towed to the City Garage. If an inoperable vehicle is stored outside the City of Akron, the officer shall notify the Safety Communications police supervisor as soon as possible and furnish them with the location of the vehicle and the name of the investigating agency.
4. The Safety Communications police supervisor receiving information of a police vehicle being stored outside the City of Akron shall notify the Equipment Control Officer.

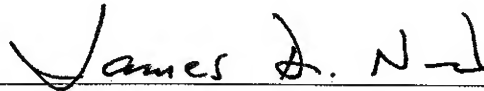
F. TRAFFIC ACCIDENT REVIEW COMMITTEE

1. Will be established for the purpose of reviewing all accidents and vehicle pursuits involving Police Division vehicles and providing the Chief of Police with recommendations to reduce the number and severity of these accidents.
2. The committee will be comprised of the following officers:
 - a. Traffic commander.

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- b. Training commander.
 - c. Patrol Operations commander.
 - d. Lead driving instructor.
 - e. Traffic Reconstruction Unit representative.
 - f. FOP President.
 - g. Investigative Subdivision representative.
- 3. The committee will meet as needed to review accidents and vehicle pursuits.
 - 4. The establishment of this committee does not relieve the shift commanders from taking immediate corrective action when such action is deemed appropriate.

By Order Of,



James D. Nice
Chief of Police

Date October 13, 2011